

## REPORT OF THE COMMITTEE ON CONTRACT COMPLIANCE

April 6, 2011

The Honorable,  
The Board of Commissioners of Cook County

### ATTENDANCE

Present: Chairman Steele, Vice Chairman Silvestri and Commissioners Garcia, Gorman, Goslin, Murphy, Reyes and Sims (8)

Absent: Commissioners Butler (1)

Also Present: Commissioners Daley, Beavers, Schneider and Tobolski; LaVerne Hall – Director of Contract Compliance; Patrick Driscoll – Deputy State's Attorney and Chief, Civil Actions Bureau

Ladies and Gentlemen:

Your Committee on Contract Compliance of the Board of Commissioners of Cook County met pursuant to notice on Wednesday, April 6, 2011 at the hour of 9:30 A.M. in the Board Room, Room 569, County Building, 118 North Clark Street, Chicago, Illinois.

Your Committee has considered the following item and, upon adoption of this report, the recommendations are as follows: .

311628 OFFICE OF COOK COUNTY COMMISSIONER, ROBERT B. STEELE. Transmitting a Communication by Robert B. Steele, dated March 11, 2011:

Please add the following information as a new item for the March 15, 2011 Board Agenda to be referred to the Contract Compliance Committee. The following information will be discussed by the Contract Compliance Administrator LaVerne Hall:

Contract Compliance reporting requirements. How often will reporting be requested from the Contract Compliance Department and what information should be included in the reports?

Should a subcommittee be formed to review large waiver requests?

Capacity Building Initiative - Define what a successful program would accomplish?

This meeting will be an informational meeting only.

**\*Referred to the Committee on Contract Compliance on March 15, 2011.**

Chairman Steele introduced LaVerne Hall, Contract Compliance Administrator, and entered her agenda and quarterly reports into the record. He noted that Ms. Hall will be reporting to the Contract Compliance Committee on a quarterly basis.

## CONTRACT COMPLIANCE COMMITTEE REPORT

APRIL 6, 2011

PAGE 2

Ms. Hall noted that both online certification efforts and veterans certification programs are going well, and have been a priority for the office of Contract Compliance.

Ms. Hall explained some of the break out categories on the reports.

In response to Commissioner Reyes' concern regarding veterans, Ms. Hall responded that a veterans' breakout will be added in 2012.

Ms. Hall clarified that these reports address neither the Forest Preserve District nor the Cook County Health and Hospitals System.

Commissioner Beavers noted the lack of African American participation as indicated in the Professional Services Contracts Report.

Ms. Hall stated that quarterly reports will allow the Committee to review how it is doing in reaching its MBE/WBE goals.

In response to Commissioner Garcia's inquiry as to how to get MBE/WBE firms more involved, Ms. Hall stated that she is looking to host a "technology mixer" in May to bring local firms and large companies together.

Commissioner Sims stated that it is imperative that there be transparency in Cook County government, and that the aforementioned "technology mixer" might make it look as if Cook County had a hand in choosing certain firms or companies.

Commissioner Sims inquired whether a representative of the State's Attorney's Office could inform them how the City of Chicago deals with waivers and contract compliance.

Patrick Driscoll, Deputy State's Attorney and Chief, Civil Actions Bureau, indicated he did not have knowledge of how the City of Chicago handles these matters. He did indicate, however, that if more than four Commissioners meet together over this issue, they need to notice the meeting.

Chairman Steele turned to the issue of creating a Waiver Committee, which would address how to assess, grant and deny waivers. He stated that this Committee would also work to inform as many firms as possible as to MBE/WBE opportunities. Chairman Steele stated that he would meet with President Preckwinkle regarding the creation of a Waiver Committee, and indicated that he would like Vice Chairman Silvestri to be present at this meeting.

**No action was taken on the above item, as this Committee meeting was for informational purposes only.**

**CONTRACT COMPLIANCE COMMITTEE REPORT**

**APRIL 6, 2011**

**PAGE 3**

Chairman Steele asked the Secretary to the Board to call upon the registered public speaker, in accordance with Cook County Code, Sec. 2-107(dd):

1. George Blakemore – Concerned Citizen

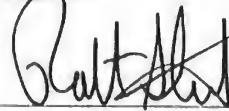
**Commissioner Goslin moved to adjourn the meeting, seconded by Vice Chairman Silvestri. The motion carried and the meeting was adjourned.**

**YOUR COMMITTEE RECOMMENDS THE FOLLOWING ACTION  
WITH REGARD TO THE MATTER NAMED HEREIN:**

Communication Number 311628


No Action Taken

Respectfully submitted,  
Committee on Contract Compliance



Robert B. Steele, Chairman

Attest:

  
Matthew B. DeLeon, Secretary

\*An audio recording of this meeting is available in the Office of the Secretary to the Board, 118 North Clark Street, Room 567, Chicago, IL 60602.



## **Contract Compliance Committee Meeting**

### **April 6, 2011**

### **Informational Agenda**

- Announce accepting supplier diversity certification applications “on-line.”
- Announce Cook County now accepting Veteran certification applications.

#### Quarterly Reporting

Reports will include a recap of the fiscal year’s supplier diversity commitments. The reports will contain the following information:

- Cook County’s aspirational M/WBE goals
- Industry (Goods, Service, Technology, Construction, etc.)
- Purchasing Bureau
- % of M/WBE participation committed
- Ethnicity of company owner
- Direct (\$) spend / Indirect (\$) spend
- Contract awarded to in-state company
- Contract awarded to out-of-state company

#### Annual Report

The annual report will contain the same information found in the quarterly reports however it will include data regarding all active contracts during the fiscal year. The annual report will also include the following:

- Industry trends regarding supplier diversity
- Capacity Building Initiative status report
- Recap of outreach and marketing efforts during FY 2011
- M/W/VBE success stories
- Recommendations on how to improve Cook County’s supplier diversity program.

#### Capacity Building Initiative

The following criteria will be the measures for success for the Capacity Building initiative:

- ✓ Local small business realizes an increase in revenues due to involvement in program.
- ✓ M/WBE firm can demonstrate an increase in market share.
- ✓ Local small business has created or retained jobs due to participation in Cook County’s Capacity Building initiative.

#### Waiver Committee

Recommend having a waiver committee to review contracts where there is a considerable negative economic impact when granting a waiver for M/WBE participation.

THE BOARD OF COMMISSIONERS

TONI PRECKWINKLE

PRESIDENT

|                      |           |                            |            |
|----------------------|-----------|----------------------------|------------|
| EARLEAN COLLINS      | 1st Dist. | PETER N. SILVESTRI         | 9th Dist.  |
| ROBERT STEELE        | 2nd Dist. | BRIDGET GAINER             | 10th Dist. |
| JERRY BUTLER         | 3rd Dist. | JOHN P. DALEY              | 11th Dist. |
| WILLIAM M. BEAVERS   | 4th Dist. | JOHN A. FRITCHEY           | 12th Dist. |
| DEBORAH SIMS         | 5th Dist. | LARRY SUFFREDIN            | 13th Dist. |
| JOAN PATRICIA MURPHY | 6th Dist. | GREGG GOSLIN               | 14th Dist. |
| JESUS G. GARCIA      | 7th Dist. | TIMOTHY O. SCHNEIDER       | 15th Dist. |
| EDWIN REYES          | 8th Dist. | JEFFREY R. TOBOLSKI        | 16th Dist. |
|                      |           | ELIZABETH ANN DOODY GORMAN | 17th Dist. |



COOK COUNTY  
OFFICE OF CONTRACT COMPLIANCE

LAVERNE HALL  
DIRECTOR

118 North Clark Street, Room 1020  
Chicago, Illinois 60602-1304  
TEL (312) 603-5502  
FAX (312) 603-4547

DATE: April 6, 2011

TO: Cook County Commissioners

FROM: LaVerne Hall   
Contract Compliance Administrator

RE: 1<sup>st</sup> Quarter Supplier Diversity "Commitment" Report

Please see attached Supplier Diversity Commitment Report for Cook County Government for the first quarter of 2011. This report includes M/WBE commitments that were made January thru March 2011 on Cook County Government agreements.

The report includes the following information:

- Company awarded the contract
- Contract amount
- Direct – refers to supplier diversity that will be achieved by the direct utilization of M/WBE firms on the contract.
- Indirect – refers to firms that commit to utilizing M/WBE firms in their business model however they will not be utilizing the M/WBE firms on the Cook County contract. *(Contract Compliance recognizes this form of participation however it does not count towards the annual aspirational M/WBE goals)*
- Ethnicity of the M/WBE firms identified for participation on the agreement (AA – African American / H – Hispanic / A – Asian / W – Women owned)
- List the portion of the Cook County contract that will be going to out-of-state firms
- Waiver - Check means a waiver was granted for supplier diversity on the agreement
- Exempt – refers to not-for-profit organization being awarded the contract and supplier diversity is not a goal of the agreement.
- Department – Refers to the department procuring the product or service.

Please feel free to contact me with any questions regarding the report at (312) 603-5503.



## Professional Service Contracts

**\* Indicates MBE or WBE**

## OMP Contracts

[illegible]

## OMP Contracts

\* Indicates MBE or WBE



## Service/Supply/Professional Service Contracts

[illegible]

Service/Supply/Professional Service Contracts

\* Indicates MBE or WBE